



## MEMORANDUM

**To:** CMAP Board

**From:** Dolores Dowdle  
Deputy Executive Director, Finance and Administration

**Date:** April 2, 2014

**Re:** Contract Approval for Chicago Jobs Council

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Since the adoption of GO TO 2040, CMAP has initiated the Local Technical Assistance (LTA) program and the Community Planning program to provide staff assistance, grants, and consulting assistance to local governments to advance the implementation of GO TO 2040. Projects include comprehensive plans, corridor or subarea plans, studies of special topics such as housing or water resources, and similar planning activities.

The U.S. Department of Commerce, Economic Development Administration (EDA), has awarded a grant to CMAP to support growth of the region's freight and manufacturing clusters specifically in communities in the Chicago metropolitan region that have experienced an unemployment rate at least one percent point greater than the national average for both 2010 and 2011.

Three projects have been approved through the LTA program and funded by the EDA grant:

- The Calumet Green Manufacturing Partnership workforce initiative, cosponsored by the South Suburban Mayors and Managers Association (SSMMA) and OAI, a workforce trainer. It is meant to link low-skilled workers with training opportunities to meet employer demand in the manufacturing field throughout the south side of Chicago and south suburbs. This project will assist with strategic planning to coordinate regional workforce development resources. CJC will serve as the lead contractor for this project and will conduct the majority of the needed work.
- The Cook County Partnering for Progress project involves preparation of a single document that serves as a Consolidated Plan (meeting the requirements of HUD) and a Comprehensive Economic Development Strategy (meeting the requirements of EDA). Outreach will be conducted to workforce providers to include their perspectives in the plan. There will also be an analysis of the

workforce development systems in selected geographies in suburban Cook County that are targeted in the plan. This project is being led by CMAP staff, with CJC in a supporting role.

- Workforce development recommendations will also be included in one additional LTA project to be identified. The future project will likely be a comprehensive plan, corridor plan, subarea plan, or similar project. This project will be led by CMAP staff, with CJC in a supporting role.

Due in part to recent staff changes, CMAP requires external assistance to undertake the above projects, and recommends a sole source procurement with CJC. CJC has extensive experience leading state, regional, and local workforce development initiatives and policy development. CJC's expertise and relationships in the workforce development community has been built over their 32 year history and is fundamental to their efficacy. CJC is also unique in their policy-based approach to workforce development and their regional scope. Many workforce development organizations are tied to particular geographies, but CJC works across the metropolitan area. No other organization has comparable experience, expertise, or focus.

The results of a recent RFP for a similar request for technical assistance substantiate the uniqueness of CJC. In 2011, CMAP issued a competitive RFP for assistance with workforce development elements of LTA projects, and concluded that CJC was the only respondent qualified to conduct the desired work.

CMAP staff recommends issuing a sole source contract to CJC, as they have been identified as the only organization with the qualifications to meet CMAP's needs.

The cost for CJC services of the three projects will be as follows:

Calumet Green Manufacturing Partnership	\$35,000
Cook County Partnering for Progress Project	\$10,000
Assistance with future LTA project	\$ 5,000
Total	\$50,000

It is recommended that the Board approve a sole source contract for \$50,000 with the Chicago Jobs Council to conduct three site-specific workforce development plans. The funds for this contract are in the EDA grant.

ACTION REQUESTED: Approval

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# Chicago Metropolitan Agency for Planning

Agenda Item No. 5.2

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## MEMORANDUM

**To:** CMAP Board

**From:** Dolores Dowdle  
Deputy Executive Director, Finance and Administration

**Date:** April 2, 2014

**Re:** Financial Software Upgrade

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In 2008 the Board approved the procurement of an integrated software application for financial and human resources, known as the Integrated Financial and Administrative Solution (IFAS), provided by SunGard Public Sector. The application was implemented on July 1, 2009 and has provided CMAP with stable and robust accounting solutions.

Since CMAP's implementation of this application, the software vendor has significantly upgraded their product and created a new product called OneSolution. Although the IFAS legacy application CMAP currently uses will continue to be supported by SunGard for several years, it is planned to phase out IFAS and have it completely replaced by OneSolution. As a result, CMAP staff is planning the conversion process from IFAS to OneSolution to ensure the continuation of high standards of financial management and reporting. The planning phase will start in April 2014 and the implementation will be completed in 2015.

The new OneSolution application will provide CMAP with a variety of upgraded or new features. The Accounts Payable, Accounts Receivable and Payroll modules have been upgraded to provide greater flexibility while simplifying the user experience. Significant changes to security have been made to align the application with the Microsoft security model in order to provide a more robust means of data protection.

It is recommended that the Board approve a contract with SunGard Public Sector in the amount of \$150,000 for the upgrade of its existing software to the current version, maintenance and support of this new application and to provide the necessary staff training to take advantage of its upgraded features. Support for the contract is in the overhead section of the proposed FY2015 budget.

ACTION REQUESTED: Approval

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